



# Facility Management

PAGE NUMBER 1 OF 1  
DATE REVIEWED: 11-28-97  
POLICY NUMBER : 11-97

**SUBJECT: BULLETIN BOARDS**

## **POLICY STATEMENT**

All information posted on the Bulletin Boards at the State Capitol Building and the Judicial Wing must have prior approval from Facility Management.

**All information that is posted must be :**

- Charitable event that is free to the public
- State agency meetings/events
- A sick employee or family member fund raiser

All information should be posted a few days before the event and removed immediately after the event is finished.



